AMENDED CLAIMS

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1. A method for generating and disseminating information comprising the steps of

5   establishing a plurality of service centers at geographically separated locations,

providing at each service center a control computer, a functionally divisible computer client memory, and means for producing a document output from the memory,

10   providing at each service center communication means for communication between the service center and a plurality of clients,

storing in the client memory data comprising parts of documents to be generated,

15   in response to a request received from a client, generating and storing a document output of selected format and content and designating unique data and transmitting the document output to one or more designated recipients, and

20   repeatedly and automatically reviewing the text of output documents stored for a client to identify phrases repeatedly used by that client and which are not part of the stored data, and adding the identified phrases to the data comprising parts of documents to be generated, thereby reducing unique data to be added to output documents.

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2. A method according to claim 1 including assigning a portion of the client memory to each of the plurality of clients.

30   3. A method according to claim 1 including electronically interconnecting the service centers with each other for bidirectional communication between each service center and each other service center.

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4. A method according to claim 1 including establishing a storage access and compilation code having a recognizable format for transmission by a client to a service center to request a document, the code being recognizable by the control computer to identify the client, a document format and selectable items of document content including items of unique data, whereby the control computer selects one or more document components from the client's assigned memory portion, and assembles the components to form the requested document.

5. A method according to claim 1 including electronically transmitting the document output to the recipient.

6. A method according to claim 1 including electronically transmitting a printed copy of the document output to the recipient.

7. A method according to claim 1 including transmitting the document output to the recipient by facsimile transmission.

8. A method according to claim 1 wherein the service center comprises facsimile receiving and transmitting equipment.

9. A method according to claim 1 wherein the service center comprises printing and mailing equipment.

10. A method according to claim 1 wherein the step of generating includes adding a date to the generated document identifying original date of transmission from the client.

11. A method according to claim 1 including electronically marking the generated document with preselected identifying information.

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12. A method according to claim 11 and including providing an electronically stored copy of each transmitted document and identifying information to the client.

5   13. A method according to claim 1 and including translating the requested document into a selected language other than the language of the original request, and transmitting the document in the selected language.

10   14. A method according to claim 1 and including storing at the service center a copy in electronic, computer-readable form of each output document for a client, and providing to selected recipients output documents for said recipients in computer-readable electronic form without regard to the form in which the output document is initially transmitted to the recipient.

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15. A method according to claim 1 wherein the request received from a client can be received in any of a plurality of communication forms including facsimile and electronic transmission, and wherein the step of transmitting the document output to a designated recipient includes transmitting by a communication form selected for efficiency without regard for the form
20   of request transmission from the client to the service center.

16. A method according to claim 1 including assigning a common portion of the client memory to all clients, the common portion being available to any client, and storing in the
25   common portion phrases and sentences commonly usable by multiple clients.

17. A method according to claim 1 wherein the client memory includes stored graphic elements and the step of generating a document output includes compiling the document from the
30   graphic elements stored at the service center.

18. A method according to claim 1 wherein the client memory includes stored graphic elements and the step of generating includes transmitting selected codes from the client to the
35   service center for selecting and manipulating the stored elements to create and modify graphical creations at the service center.

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19.   A method for controlling and tracking the dissemination of documents comprising

providing a service center having communication means for communication between the service center and a plurality of clients and between the service center and a plurality of recipients of

5   output documents generated for the clients,

storing at the service center a copy in electronic, computer-readable form of each output document for a client,

10   repeatedly and automatically reviewing the text of the output documents stored for a client to identify phrases repeatedly used by that client and which are not part of the stored data, and adding the identified phrases to the data comprising parts of documents to be generated, thereby reducing unique data to be added to output documents, and

15   providing to selected recipients output documents for said recipients in computer-readable electronic form without regard to the form in which the output document is initially transmitted to the recipient.

20   20. An apparatus for generating and disseminating information comprising

a plurality of service centers at geographically separated locations, each said service center including

25   a control computer,

a functionally divisible client computer memory,
the client memory having stored therein data representing parts of documents to be used repeatedly in documents generated,

30   means for compiling a document output from said memory using said stored data, and

communication means for communicating between said service center and a plurality of clients and between said service center and a plurality of recipients;

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said control computer, in response to a request received from a client, generating and storing an output document of selected format and content using said stored data and any unique data furnished by said client and transmitting the output document to one or more designated recipients, and

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repeatedly and automatically reviewing the text of output documents stored for a client to identify phrases repeatedly used by that client and which are not part of the stored data, and adding the identified phrases to the data comprising parts of documents to be generated, thereby reducing unique data to be added to output documents.

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21. An apparatus according to claim 20 wherein said service center is geographically significantly closer to said recipient than to said client.

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22. An apparatus according to claim 20 and including means at said service centers for storing documents available for sale, and means for printing and dispensing said documents in response to receipt of payment.

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23. An apparatus according to claim 20 including means responsive to voice input for generating text.

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